

## **CLASS SPECIFICATION**

### **SAN DIEGO CITY CIVIL SERVICE COMMISSION**

#### **EQUIPMENT TRAINER**

##### **DEFINITION:**

Under direction, to plan and conduct training programs for operators and drivers of mobile equipment; to supervise the dispatching and hauling of mobile equipment; to assist in the division fleet management function; and to perform related work.

##### **\* EXAMPLES OF DUTIES:**

- Administers equipment operator and heavy truck driver training program by coordinating curricula, instructors, participants, and facilities;
- Determines training needs;
- Arranges for instructors with specialized skills and knowledge;
- Prepares training lesson plans;
- Obtains instructional materials and training aids;
- Coordinates training schedules between departments and divisions;
- Evaluates courses and instructional programs;
- Provides information to using departments for driver supervision and safety;
- Conducts driver licensing tests for equipment operators;
- Inspects vehicle identification numbers and vehicle registration as required by Department of Motor Vehicles;
- Supervises the dispatching of mobile equipment from a central delivery and hauling service;
- Recommends the rotation of equipment between departments for maximum utilization;
- Supervises the acceptance procedure for additions to the motive fleet;
- Certifies the qualifications of drivers in lieu of the State of California Driver's Test;
- Provides supervision over the City's vehicle pools;
- Makes travel route, usage, and other surveys and studies;
- Supervises the maintenance of records;
- Trains and rates the work performance of subordinates;
- Prepares reports.

##### **MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Four years of experience operating heavy or complex mobile construction equipment at the level of an Equipment Operator II or III including operating any three of the following classes of equipment for at least six months each: track laying tractors, motor graders, wheeled tractors with backhoe attachments, self-propelled belt loaders and trenchers, truck and trailer combinations, bulldozers, truck-mounted cranes, large grade-allers, or tractor scrapers; **OR** four years of experience as a journey-level Equipment Mechanic repairing, maintaining, and test operating a variety of heavy or complex mobile construction equipment such as those listed above. Possession of a valid California Class A Driver's License.

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.